



Mount Laurel
Library

Makerspace Policy

Approved November 15, 2017

The Make It @ Mount Laurel Library Makerspace was created to further the library's mission by making the library a place for creating, discovering and playing. The tools and techniques available in the Makerspace will provide hands-on learning experiences and opportunities to cultivate new ideas.

Use of the Makerspace is as follows:

- The Makerspace is available during scheduled, drop-in hours, during which people can drop-in to use the space. Library staff will be available to explain use of tools and equipment and provide operation manuals upon request.
- Makers will have an active Mount Laurel Library card in good standing.
- Makers will complete a Maker Agreement form.
- Makers under age 14 must be accompanied by a parent or guardian who will provide supervision at all times, as the Makerspace contains potentially dangerous tools.
- Makers will participate in mandatory training in the use and safety measures for the 3D printer, sewing machines and any other equipment library staff deem necessary.
- When using a tool that does not require specific training, the Maker is certifying that he/she is capable of using that equipment in a safe and proper manner.
- The Makerspace will provide access to safety supplies, such as glasses, gloves and First Aid Kit.
- Unless previously scheduled for use by staff, most tools and equipment are available to Makers on a first come, first serve basis, for use in the Makerspace only. Use of the 3D printer and other equipment may be limited by the space and time available.
- Makers, or the parent or guardian if the Maker is a minor, are responsible for any costs associated with equipment that uses consumable materials such as the 3D printer or button makers. This cost may vary depending on the equipment and quantity of material used and is explained in more detail on a separate price list.
- The library is not responsible for any damaged materials belonging to persons utilizing Makerspace equipment or facilities.
- Makers, or the parent or guardian if the Maker is a minor, are responsible for any damage to library materials or equipment resulting from misuse or failure to follow proper safety guidelines.
- Makers will adhere to the library Code of Conduct and Makerspace policies. The library reserves the right to terminate the Makerspace privileges of any person in violation of these policies.

- The copyright law of the United States (Title 17, U.S. Code) governs the making of copies or other reproductions of copyrighted material. The person using library equipment is liable for any infringement.
- The equipment is used for educational, workshop and programming purposes. The equipment may be used only for lawful purposes. Users will not be permitted to create material that is:
 - Prohibited by local, state or federal law
 - Unsafe, harmful, dangerous, poses a threat to the well-being of others, or is otherwise inappropriate for the library environment (Such use may also violate the terms of use of the manufacturer).
 - In violation of another's intellectual property rights. For example, the equipment will not be used to reproduce material that is subject to copyright, patent or trademark protection.
 - The library reserves the right to refuse any equipment use request.
- Makers may purchase some supplies from the library according to the price list in Appendix A. Supplies must be paid for before beginning a project.

Appendix A



Maker Space Price List

Supplies must be paid for at the Circulation Desk before beginning a project.

- **Large Buttons**—5 for \$1
- **Small Buttons**—5 for \$.50
- **Sewing Fabric**—\$2 per quarter yard
(approx. 18x24 in. or 9in. x width of bolt)
- **3D Printing**—\$2 for up to one hour, \$1 for each additional half hour. An estimate will be given prior to printing and is subject to change based on final object print time. Payment can be made upon completion.

TOTAL AMOUNT DUE _____

For Staff Use Only. Please initial form as PAID. _____